

**MINUTES
TOWN OF NEW GLARUS
Regular Town Board Meeting
06/11/2013**

Town Hall – Swiss Miss Center 1101 Hwy 69 New Glarus @ 6:30 pm

ATTENDING: Board Members: Keith Seward, Chris Narveson, Jim Hoesly (6:38 p.m.), Robert Elkins, Dennis Nielson and Susan McCallum

ABSENT: Dean Streiff and Pattie Salter

ALSO ATTENDING: Dale Hustad, Town Attorney, Shawn Steinmann, Monroe Truck Equipment and Kurt Schadewalt, Madison Truck Equipment

K. Seward called the meeting to order at 6:30 p.m.

1. Proof of Posting: Deputy Clerk McCallum confirmed proper posting.
2. Approve Town Board Minutes:
 - a. 05/07/13 Righter Land Division Hearing: B. Elkins moved to approve the minutes as presented. C. Narveson 2nd. Motion carried.
 - b. 05/07/13 Regular Town Board Meeting: C. Narveson moved to approve the minutes as presented. R. Elkins 2nd. Motion carried.
 - c. 06/04/13 Board of Review: R. Elkins moved to approve the minutes as presented. K. Seward 2nd. Motion carried. C. Narveson abstained, noting that he was not in attendance for Board of Review.
3. Patrolman's Report:
 - a. Plow Bid Selection: K. Seward reported the following bids:

2013 Dump Truck Chassis Bids

COMPANY	DOLLAR AMOUNT	DELIVERY TIME
Truck Country – Freightliner	\$136,031	Approximately 120 Days
Madison Truck – Mack Truck	\$142,384	Approximately 120 Days
Badger Truck – Western Star	\$144,964	Approximately 120 Days

K. Seward noted that the 120-day delivery timeframe would mean that the chassis would be in sometime in October. It would then take an additional 30-45 days for equipment delivery and installation. From the time we place the order until we receive delivery will be approximately 6 months, which will put us into the winter season.

Moving on to the dump body, K. Seward explained that the prices noted included the dump body, plow, wing and sander.

2013 Dump Truck Body Bids

COMPANY	DOLLAR AMOUNT	DELIVERY TIME
Monroe Truck	\$49,945	Approximately 30-45 Days
Madison Truck	\$50,200	Approximately 30-45 Days
Casper Truck	\$50,355	Approximately 30-45 Days

Seward noted that there were alternate options for the chassis and equipment that should be considered and was not sure that a decision could be made at this meeting. If the purchase decision was based solely on price, the low truck and equipment combination would be Truck Country and Monroe Truck for a total price of \$185,976.

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Shawn Steinmann of Monroe Truck Equipment explained that his base bid included everything that was requested in the base specifications of the bid request document. He also added several options that were purchased with our last truck purchase in 2006. Shawn noted that a few of those options included dual push arm on the wing (\$360), trip edge wing (\$1,795), the paraglide post (\$983) and valve enclosure (\$523). Shawn noted that the plow height is 46" with a 6" cutting edge. The Kresteel body has a 5-year warranty, which breaks down to 100% covered during the first 3-years and 50% covered during the last 2 years of the warranty. The remainder of the equipment has a 1-year warranty. For comparison, this plow would be \$49,945 plus \$523 for a revised total of \$50,468.

Kurt Schadewalt of Madison Truck Equipment noted that the valve enclosure is included in their bid. Kurt noted that their plow height is 43", which stands the same height as Exeter's truck. The truck quoted has 8 ribs on the plow, double acting lift cylinder, 2-4" x 10" power reverse cylinders mounted above an adjustable spring loaded push beam. The body has all grease able tailgate pivots and every pivot point of the hoist.

D. Nielson asked for time to review the specs on the bids before making a recommendation to the board on which equipment options would work best for the town. After a brief discussion, all agreed that the truck purchase could not wait until next meeting and that the board had given the Patrolman the authority to make this type of decision in the past.

Without objection, it was decided that a Special Town Board meeting be held prior to Plan Commission Meeting on Thursday, June 20 at 6 p.m. to make a decision. K. Seward and D. Neilson will meet prior to the meeting to review all bids and be prepared to present the board with a recommendation.

4. Old Madison Road Sinkhole: K. Seward reported that Vierbicher Engineering had reviewed the site and found that the sinkhole was present in photos taken before the Old Madison Road reconstruction project. They determined that the problem exists on the resident's property and is the responsibility of the landowner. Seward asked for direction from the board regarding disposition of letter from Vierbicher, town's engineer. He did have a conversation with Briscoe in which he informed him of the engineer's evaluation that the sink hole was pre road, evidencing picture supplied by engineer. Seward suggested a cover transmittal letter of agreement with engineer's letter attached be sent to Briscoe. General discussion followed regarding observations of the sink hole by Seward, Travis and Dennis and statements in engineer's letter. The engineer's opinion is that it is not the Town's responsibility to inform land owner of possible remedies. Without objection Seward will write the transmittal letter to Briscoe and Tway regarding the engineer's determination.
5. Public Comments:
 - a. Shawn Steinmann from Monroe Truck Equipment asked whether the bids were to be opened at 7 p.m. but that they were opened at 5pm. His documentation stated they were to be opened at 7 p.m. not 5 p.m. He would like the opportunity to see Madison Truck Equipment's bid. Seward asked Hustad whether there would be an issue regarding Mr. Steinmann coming in tomorrow to review the bid documents. D. Hustad did not foresee an issue with this. Mr. Steinmann was amenable to the offer.
 - b. Residents of Windmill Ridge – Request to petition the State to pay for street lighting - No residents were present. Board members reviewed email correspondence regarding the request. J. Hoesly stated the issue seems to be easily resolved by the board requesting the state to pay the bills for two streetlights, one on Sandrock and one on Windmill Ridge, both of which are located on Hwy 69. It was stated there are two streetlights that the Town currently pays for, Hwy H and Old Madison Rd. J. Hoesly suggested we contact the Deana Dram, identified in the emails and determine the process, and reply back to Pope and/or Austin's.

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6. Finance Committee Report:

- a. Accounts Receivable Aging List: C. Narveson reported that \$677.32 had been billed in May and 822.45 had been billed in June. There is currently \$786.45 in outstanding bills. P. Salter submitted a report that collection is complete on D. Smith Appraisal and D. Fazel.
- b. Accounting Reports w/Monthly Bank Reconciliation: C. Narveson reported that May's accounts balance.
- c. Driveway Deposit Refund Request: C. Narveson reported that Mike Fenley reported that the driveway for Tory Hutchinson had been completed to Town requirements and requested a refund check be sent to Mr. Hutchinson in the amount of \$500. C. Narveson moved to make the refund to Tory Hutchinson, J. Hoesly 2nd. Motion Carried.
- d. Payment of Bills: C. Narveson moved to approve April checks 17130-17141. R. Elkins 2nd. C. Narveson noted that checks 17135-17137 were voided due to payroll misprint. No discussion, Motion Carried.

C. Narveson moved to approve June checks 17142-17169 and ACH payments #48268, 79139, 83753, 10677, 18305, & 90227. J. Hoesly 2nd. Seward asked if Deputy Clerk knew why there is such a wide variance in ACH numbers, C. Narveson stated these are randomly assigned at the time. Seward asked Dennis about the amount to Green County and what it includes, Nielson explained that the charges were for a guardrail and weed kill. Motion Carried.

7. Clerk-Treasurer Report: None.

- a. Correspondence:
 - i. List of Top Seven Non-Fiscal Policy Items added to the 2013-2015 State Budget, AB40: S. Mcallum presented a report that P. Salter had received this information through the Clerk's network and although the title states that it would negatively affect Cities and Villages, a few of the items on the list would directly affect the Town of New Glarus' ordinances. Deputy Clerk added an email from the Towns Association regarding budget amendment 375 changing the DNR review of high capacity wells.
 - ii. WTA Video Library Annual Membership: S. McCallum reported that P. Salter included a report that for \$50 the Town can subscribe to the WTA Video Library Membership. There are approximately 50 different videos that are posted on the website including "Financial Administration", presented by Carol Doran, formerly of the Department of Revenue, Carol Nawrocki, Sr. Legal Counsel for the WTA presents "Public Hearings" and "Ordinance Adoption, Amendment & Enforcement;" Lee Turonie has recorded segments on "Acquisition & Disposal of Town Property;" "Public Works Contracts & Bidding;" and "Town Revenue Sources." P. Salter provided the board members with the website address. R. Elkins looked at the website today and viewed a video with Rick Stadelman as well as one regarding plan commissions and ordinances. Elkins felt the videos would be interesting for new members. Seward stated there are two openings on Plan Commission and this might be beneficial once the vacancies are filled. Without objection, the board members will review the website and we will revisit this topic next month.
- b. Wisconsin Deferred Compensation: P. Salter submitted a request that the Town Board consider a resolution to include the Town of New Glarus under the Wisconsin Deferred Compensation Program. Seward explained who could participate and how the program is funded. The cost to the Town is limited to the administration by the Treasurer, which should be minimal. C. Narveson felt it was an excellent program for employees and elected officials. C. Narveson moved to approve the resolution for inclusion in Wisconsin Deferred Compensation Program, R. Elkins 2nd. J. Hoesly stated he was not present at the meeting when the program was presented and wanted to know how this would affect him. Seward

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explained the monies invested are taxed deferred such as an IRA and participation is voluntary. J. Hoesly said he would not be personally interested. K. Seward called for a role call vote; C. Narveson voted Aye, R. Elkins voted Aye, K. Seward voted Aye, and J. Hoesly voted Aye. Motion carried and K. Seward signed the resolution.

8. Chairman's Report

- a. Discuss Cooperative Boundary Agreement: K. Seward reported that the Village is meeting tonight to confer with their board on issues that affect them. A few of the main areas of contention include:

Village Concerns:

1. The Village does not agree with the simplified payment schedule the Town presented.
2. The Village does not want all funds to go to the library.
3. The Village would like to remove their revenue sharing at the end of the 10 years. They believe that the cost of annexing developed lots will cause them a hardship.

Town Concerns:

1. The Town feels the existing shared revenue formula is too complicated and will lead to confusion and conflict in the future.
2. The Town is firm in their desire for the payments to be made to the library.
3. Based on calculations provided by the Town's accountant, the Town does not believe this payment should be a hardship on the Village.

The next Joint Negotiation meeting is scheduled for Thursday night. K. Seward noted that after that meeting he would like the Town's negotiating committee to put together a summary of the proceeding with the Village to date.

9. Plan Commission Report: K. Seward reported that there is a representative from US Cellular appearing at the June Plan Commission meeting to discuss engineering and probable fees. There was no new business scheduled for May.

Parks Report: C. Narveson reported that the Parks Commission had recommended joining the Prairie Enthusiast for \$200 and to donate \$300 to Paul Jennrich for the Arbor Day tree planting. Payments were approved with approval and payment of bills.

Schedule Next Board Meeting: A Special Board Meeting was scheduled for June 20 at 6:00 p.m. for approval of Truck Bids, Regular Town Board meeting was scheduled for July 9 beginning at 6:30 p.m.

10. Adjourn: Discussion ended at 8:10 p.m. J. Hoesly moved to adjourn, 2nd by R. Elkins. Motion carried.

Patricia I. Salter, Town Clerk-Treasurer